

Lake Lawsona/Fern Creek Historic Neighborhood Association Bylaws

Article I. Name and Purpose

Section 1.01: NAME. The NAME of this organization shall be “The Lake Lawsona/Fern Creek Neighborhood Association”, hereafter referred to as THE ASSOCIATION. It shall be a nonprofit.

Section 1.02: PURPOSE: The purpose of the Association is to recruit and empower volunteers to utilize their abilities and to identify and develop community assets and talents through its Membership. We will add value to the Neighborhood by building relationships among neighbors and local businesses. We will create a strong, unified voice to the City of Orlando, Orange County, and the state of Florida. We will work with our Members and officials from the City of Orlando, Orange County, and the State of Florida to continually bring improvements to the Neighborhood while preserving its history.

Article II. MEMBERSHIP.

SECTION 2.01: ELIGIBILITY FOR MEMBERSHIP. Any current resident of, or owner of property, in the Lawsona/Fern Creek Neighborhood is eligible for membership in the Association upon full payment of the annual dues and completion of an *Application for Membership* form. The Lawsona /Fern Creek neighborhood is bounded by the area north of East South Street, west of Bumby Avenue, and south of East Robinson Street . The western border runs from East South Street north along South Hyer Avenue to Central Boulevard, Central Boulevard east to North Brown Avenue, and North Brown Avenue north to East Robinson Street in Orlando , Florida (See Attached map).

Section 2.03: ANNUAL DUES. The amount required for annual dues shall be **\$25.00** each year unless changed by a majority vote of the Members in attendance at an annual meeting of the full membership. Full payment of the annual dues, collected during our **January** meeting, will entitle the Resident or Property Owner to full membership privileges for one year from the date of payment. Newer Members may be able to pay on a prorated scale based on the timing of their application.

Section 2.04: VOTING RIGHTS. The full payment of the annual dues will entitle one person age eighteen or over in the Member’s household to one vote apiece in all Association matters.

Section 2.05: TERMINATION OF MEMBERSHIP. Membership in the Association is automatically terminated whenever the Member is in default of payment of the annual Association dues.

ARTICLE III. OFFICERS.

Section 3.01: OFFICERS. The Association shall have the following officers:

1) President 2) Vice-President 3) Treasurer 4) Secretary

Section 3.02: ELECTION OF OFFICERS. The Officers shall be elected by majority vote at the annual meeting of the full membership.

Section 3.03: TERM OF OFFICE. The Officers shall serve a one-year term with no limitations on future terms.

Section 3.04: DUTIES. The duties of the Officers are as follows:

1) The **PRESIDENT** shall be the principal executive officer of the Association and shall preside over all meetings, represent the Association on public occasions, and make committee appointments from the membership as shall be deemed advisable for the effective conduct of the work of the Association.

2) The **VICE-PRESIDENT** shall assist the President as the President requests and represent the Association on appropriate occasions. The Vice-President shall also, in the absence or disability of the President, perform the duties and exercise the powers of the President of the Association.

3) The **TREASURER** shall collect, safeguard, disburse, and make periodic reports of all funds collected in the name of the Association.

4) The **SECRETARY** shall keep attendance records, record the proceedings of all meetings, maintain adequate records of the Association activities, and conduct such official correspondence as shall be required.

5) The duties of the officers shall not be limited as enumerated above; in addition, they may discharge such duties as are assigned by the Association Membership.

6) Unless so authorized, no officer shall have any power or authority to bind the Association by any contract or engagement, to pledge its credit, or to render it liable pecuniarily for any purpose or in any amount.

Section 3.05: VACANCIES AND REMOVAL FROM OFFICE. Any Officer may be removed by a majority vote of the members of the Association (excluding the Officer to be removed). Upon the death, removal, resignation, or incapacity of an Officer of the Association, a majority of the Association shall elect a successor.

ARTICLE IV. MEETINGS OF MEMBERS.

Section 4.01: PLACE OF MEETINGS. Meetings of the Members shall be held at the Langford Park Building or at any other place the President or a majority of the Members may from time to time select.

Section 4.02: REGULAR MEETINGS. Regular meetings of the Association shall be held quarterly at a time and place designated by the President.

Section 4.03: ANNUAL MEETING. An annual meeting of the Members shall be held in the month of **January** each year, if possible. At such meeting, the Members shall elect the Officers of the Association, receive reports on the affairs of the Association, and transact any other business which is within the power of the Members. If an annual meeting has not been called and held within six months after the time designated for it, any Member may call the annual meeting.

Section 4.04: SPECIAL MEETINGS. Special meetings of the Members may be called by the President, by a majority of the Officers of the Association, or by five percent (5%) or more of the Members entitled to vote.

Section 4.05: NOTICE OF MEETINGS. A digital, written, or printed notice of each meeting, stating the place, day, and hour of the meeting, shall be given by the Secretary of the Association, or by the person authorized to call the meeting, to each Member of record entitled to vote at the meeting. This notice shall be given at least seven (7) days before the date named for the meeting, with the exception of regular quarterly Meetings for which, once a firm date, time and place have been publicized to all the members, no further notice shall be required.

Section 4.06: QUORUM. The Members present at any properly announced meeting shall constitute a quorum at such meeting.

Section 4.07: PARLIAMENTARY AUTHORITY BASIS OF RULES. The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern the Association in all cases to which they are applicable and in which they are not inconsistent with these bylaws and any special rules of order the Association may adopt.

ARTICLE V. VOTING.

Section 5.01: VOTING. All issues shall be decided by a majority vote of members present at the meetings.

Section 5.02: VOTING METHODS: Where Officers are to be elected by Members, or any changes in the bylaws are to be voted on, or any other election is to be made whereby a count of the votes of all members may be desired, such election may be conducted by distribution ballot or in such manner as the officers of the Association shall determine advisable.

ARTICLE VI. COMMITTEES.

Section 6.01: AUTHORIZATION TO ESTABLISH COMMITTEES. The Association may establish committees as deemed necessary to pursue its stated objectives. Members of Committees shall be appointed by the President.

ARTICLE VII. FINANCES.

Section 7.01: EXPENDITURES. Expenditures of funds amounting to over one hundred dollars (\$100) in any quarter must be approved by majority vote of the Membership present at any properly-announced meeting of the membership. Expenditures of funds between meetings may be made only by the Association's officers up to one hundred dollars (\$100). Printing of the Neighborhood newsletter, Neighborhood informational notices, and the Neighborhood directory are exempted by this rule.

Section 7.02: FINANCIAL REPORTS. Quarterly and Annual Financial Reports shall be prepared by the Treasurer and presented to the Members at the quarterly and annual meetings.

ARTICLE VIII. AMENDMENTS.

Section 8.01: PROCEDURE. These bylaws may be amended by a two-thirds majority vote of those present at any regular meeting of the Members of the Association provided seven days notice of the proposed amendment and of the meeting is given.

ARTICLE IX. ACCEPTANCE OF BYLAWS

Section 9.01: VOTING. Acceptance of these bylaws shall be by a two-thirds majority vote of those present at any regular meeting of the Members of the Association.